

**AGING AND DISABILITY RESOURCE CENTER OF WAUKESHA COUNTY
ADVISORY BOARD
Meeting Minutes**

Meeting Date/Time: December 4, 2014 9:30 a.m.

**Location: Human Services Center
514 Riverview Ave, Room 271
Waukesha WI 53188**

Committee Members:

<u>EA</u>	Cizel, Maria	<u>EA</u>	Patterson, Sandy
<u>X</u>	Franklin, Robert	<u>X</u>	Spitz, Carolyn
<u>X</u>	Gamez, Margaret	<u>X</u>	Vitale, Joe
<u>EA</u>	Goetz, Jennifer		
<u>X</u>	Lee, Glenn		
<u>EA</u>	Ludka, Elaine		

X = Present A = Absent EA = Excused Absence

Additional Attendees:

<u>X</u>	Page, Luann	<u>X</u>	Glasgow, Mike
<u>X</u>	Smith, Mary		
<u>X</u>	Smith, Sue		

Annual Holiday Celebration

County Executive Dan Vrakas joined the Board for the Annual Holiday Celebration. He wished all Happy Holidays and thanked members for their dedicated service to Waukesha County, the ADRC and the citizens they represent.

County Executive Vrakas and ADRC Manager Luann Page presented Certificates of Appreciation to outgoing Board members William Graham, Julie Turkoske, John Ruf and Bill Zaborowski.

Call to Order:

The meeting was called to order at 10:15 am by Vice-Chair S. Wolff.

Public Comments

- J. Turkoske indicated that it has been a pleasure serving on the Board.
- R. Franklin commented on the Oconomowoc Senior Dining Site. R. Franklin stated that the number of attendees is down. It is still very difficult to get from the parking lot to the dining site. R. Franklin feels that there is still too much construction in the area and that we are using the Oconomowoc Community Center as a dining site premature.
- C. Spitz stated that she was very surprised to find out that four members' terms have expired and they were no longer on the Board. C. Spitz thought a waiver was requested. L. Page stated that she was informed the terms were up just prior to the expiration. She referred to the By-Laws, which indicate terms are limited to two consecutive three-year

terms. She did not request a waiver. She thought all four were notified, but that was not the case. She fears the way this came to be seemed harsh and that was not the intent. She apologized to the Board and said that this will be handled differently in the future. J. Vitale asked if the By-Laws can be changed. M. Glasgow shared that we are multi-layer...we are not only an ADRC Board, but also a Commission on Aging. M. Glasgow indicated we have to follow the Elders Act, which states members may serve no more than two consecutive three-year terms.

- G. Lee shared that L. Lee expressed an interest in returning to the Board.
- Health & Human Services Board Chair, J. Vitale has been temporarily appointed to the ADRC Advisory Board.

Approval of September 4, 2014 meeting minutes – Vice-Chair S. Wolff:

Vice-Chair S. Wolff called for approval of the meeting minutes of September 4, 2014. C. Spitz moved to approve the minutes; R. Franklin seconded the motion. All in attendance approved. Motion carried.

Review and Approve 2015 Aging Unit Plan Amendment – Action Item

ADRC Coordinator Mary Smith provided copies and presented the Aging Unit Plan Amendment for 2015 to the ADRC Advisory Board. The ADRC is required to do a three year Aging Unit Plan, which is reviewed every year. M. Smith provided a comprehensive explanation of the County Aging Unit Budget to the Board. After review, M. Smith requested approval from the Board on the Amendment, which will be sent to GWAAR. Vice-Chair S. Wolff called for a motion to approve the Aging Unit Plan Amendment for 2015. C. Spitz moved to approve; J. Vitale seconded the motion; all in attendance approved. Action passed.

Review and Approve 2015 DOT Transportation Application – Action Item

Nutrition and Transportation Supervisor Mike Glasgow provided copies and presented the 2015 DOT Transportation Application to the ADRC Advisory Board. A Public Hearing was held on December 2, 2014. M. Glasgow provided a detailed review of the proposal to utilize the \$85.32 funds for the specialized transportation assistance program for Waukesha County to the Board. Vice-Chair S. Wolff called for a motion to approve the 2015 DOT Transportation Application. J. Vitale moved to approve; R. Franklin seconded the motion; all in attendance approved. Action passed.

ADRC Manager's Report – L. Page

- L. Page reported that November was National Caregiver Month. The ADRC held a Caregiver Open House on November 12, 2014. The Open House was well attended and very well received. In addition to ADRC staff sharing what the ADRC is all about, the day was filled with various sessions, to include Nutrition, Dementia Screening, Journaling and a Memory Café. The ADRC also provided MP3 players to attendees. Persons who suffer from dementia may not react to a lot of things, but certainly do to music. Caregivers can download music for their loved-ones to enjoy. We are hoping to provide more of these workshops in the future.
- As part of our ADRC Grant, each year the ADRC is required to do a Change Project, which is a quality improvement program to enhance operations. M. Glasgow assisted ADRC Supervisor J. Sanchez and a committee of staff in improving the experience in our lobby to make it a more welcoming experience. We conducted a two-week survey on how people felt when they came to the ADRC. We scored 8.7 out of 10, which was very good. After the survey, stenciled "Welcome" lettering in 20 different languages was

positioned above our reception window and plants were placed around the lobby. We surveyed again after the changes and the satisfaction rate increased to 9.57 out of 10. Board members were invited to stop in to see the new lobby.

ADRC Coordinator's Report – M. Smith

- M. Smith shared that the ADRC has three new support staff, six new ADRC specialists and another ADRC Specialist starting on Monday December 8, 2014. We will have two more ADRC Specialists retire before the end of the year.
- The Dementia Care Specialist, Vicki Beduze has been doing great things in the community. She has been finding great resources and has done an in-service with ADRC staff. She has met with all the hospitals in Waukesha County to make them aware of the Dementia Care program. Next year she will be focusing on dementia friendly communities, getting more information out to make businesses aware of dementia care.
- M. Smith wished all Happy Holidays.

State Aging Advisory Committee Report - S. Wolff:

- The homework was to see what members felt was the most pressing issue, either locally or nationally, that the Conference on Aging should address. Concerns included not enough money and health care. S. Wolff identified the reauthorization of the Older Americans Act as priority. Currently the OAA has not been reauthorized and programs are operating on extensions. Services such as nutrition programs, benefit specialists, home delivered meals and senior centers are all services for seniors and disabled adults to keep them healthy and independent. If the Act is not reauthorized, these necessary services would just go away. Our elderly population keeps growing; these are vital services that need to be expanded and improved. No one was quite sure of the current status, but believed it may be stalled in the Senate.
- There will be an ADRC Conference held in April. The focus will be on marketing, rebranding programs and combining ADRCs and Aging Units.
- Dementia friendly communities and how businesses and their employees can better take care of individuals with dementia was also discussed.

Other Business/Updates - All: None

Adjournment:

S. Wolff called for a motion to adjourn the meeting. C. Spitz moved to adjourn. R. Franklin seconded the motion; all in attendance approved. Motion is carried.

**Next Meeting: January 8, 2015
Health & Human Services Center, Board Room 271
514 Riverview Avenue
Waukesha WI 53188**

Approved _____ **Date** _____

Recorded and Submitted by Sue Smith